

MINUTES
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING
February 8, 2023

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, February 8, 2023, at 7:00 p.m. Those in attendance included Burgess Chad Weddle, Commissioners Mary Ann Brodie-Ennis, Tom Gilbert, and Gary Baker, Planning and Zoning Administrator Susan Hauver, Director of Public Works Joe Birch, Assistant Director of Public Works Ryan Knott, Communications Specialist Ashley Bailey, and a total of 12 citizens. Town Manager Sean Williams joined the meeting via telephone but considered absent. The meeting was streamed on the Town's website.

The meeting was called to order with the Pledge of Allegiance, a prayer.

1. MINUTES

Commissioner Tom Gilbert made a motion, seconded by Commissioner Mary Ann Brodie-Ennis to approve the Town meeting minutes of January 11, 2023. There were no changes. The motion passed by a vote of 3-0.

2. APRA GRANT DISTRIBUTION NONPROFITS (WVFC, WVRC, WHS BAND BOOSTERS)

Burgess Weddle discussed the recommendations from the EDC to award ARPA funding to the Walkersville Band Boosters, Walkersville Volunteer Fire Company, and the Walkersville Volunteer Rescue Company. Burgess Weddle discussed changes to the original recommendations and recommended giving the Band Boosters \$10,000, the Fire Company \$150,000, and the Rescue Company \$125,000 based on recorded losses. Burgess Weddle and Commissioners Baker and Gilbert acknowledged membership in one or both of the Fire Company and Recue Company.

Commissioner Tom Gilbert made a motion, seconded by Commissioner Gary Baker to release \$10,000 to the Band Boosters, \$150,000 to the Fire Company, and \$125,000 to the Rescue Company. There was no additional discussion. The motion passed by a vote of 3-0.

Representatives of the Fire Company and Rescue Company were present to thank the Burgess and Commissioners for the donations.

3. PUBLIC HEARING RESOLUTION 2023-02, MEETINGS OF COMMISSIONERS

Burgess Weddle read Resolution 2023-02 Meetings of Commissioners and explained the changes that were introduced.

Mitch Brannen of 56 Maple Avenue expressed his concerns with not having a full board present and requested the Resolution be tabled.

Daryl Pratt of 19 Maple Avenue agrees with Mr. Brannen, believes virtual attendance should be counted as attendance, and voting should be allowed virtually.

Burgess Weddle called the Public Hearing closed. Commissioner Tom Gilbert discussed the changes to the Resolution and Commissioner Gary Baker noted the ability to change the Code in the future.

Commissioner Tom Gilbert made a motion, seconded by Commissioner Mary Ann Brodie-Ennis to adopt Resolution 2023-02 regarding Meetings of Commissioners. Commissioner Gary Baker expressed the ability to change the Code in the future. The motion passed by a vote of 3-0.

4. HONOR SERVICE RENDERED THE TOWN BY SHERRIE KLINE

Burgess Chad Weddle read Resolution 2023-03 honoring over 25 years of service Sherrie Kline provided the Town.

5. MS4 UPDATE – ANDREW TULEYA OF ARRO

Andrew Tuleya of ARRO presented a PowerPoint and discussed at length the Town's current MS4 program and potential projects that could be built in the Colony Village, Glade Town and/or Deer Field community to comply with required State mandates.

6. LETTER OF CREDIT REDUCTION – SPRING VIEW ESTATES

Planning and Zoning Administrator Susan Hauver read two letter of credit reduction requests for Spring View Estates. Frederick County recommended the release of \$14,636.64 leaving a balance of \$41,345.76 pertaining to forest conservation. A letter of credit regarding storm water management is also recommended by staff for complete release totaling \$1,365,379.28

Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Tom Gilbert to reduce the letters of credit for Spring View Estates in the amount of \$14,636.64 for forestation and \$1,365,379.28 for grading permits. Commissioner Gary Baker asked if these were the last letters of credit the Town is holding for Spring View Estates. Administrator Hauver advised these letters of credit along with funds being held for surface paving of the roads are the final letters being held by the Town. The motion passed by a vote of 3-0.

7. REAPPOINTMENT OF JAY LOCHNER TO PARKS

Burgess Chad Weddle advised Jay Lochner's term of office for the Parks Commission had previously expired, but recommended reappointing Mr. Lochner to Parks.

Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Gary Baker to reappoint Jay Lochner to the Parks Commission. There was no discussion. The motion passed 3-0.

8. ACCOUNTS PAYABLE

Commissioner Tom Gilbert made a motion, seconded by Commissioner Gary Baker to pay the bills submitted for the time period. There were no questions. The motion passed 3-0.

9. CHAD UPDATES, STAFF COMMENTS AND COMMISSIONER CONCERNS

Town Manager Sean Williams noted several inquiries from citizens regarding the short amount of time absentee ballots must be returned to count during elections. That time period is dictated by Town Charter and Code.

Manager Williams reminded everyone that digitizing and upgrading the current Town Code was previously approved and there have been delays in completing the project. Once all updates are completed, a resolution and ordinance will be made public displaying all of the updates for approval.

Moving forward Meeting notes in the future will consistently document that anyone not attending a meeting will be listed as absent in the opening paragraph.

Director of Public Works Joseph Birch provided an update on the follow items:

1. A pre-bid meeting for the Maple and Maryland Avenue project was held on January 31st at 10:00am. Two contractors attended. Bids are due in by February 23rd at 2:00pm. Town Staff will review and make recommendations at the March 8th town meeting. The project will have a timeframe of 150 days from start date.
2. IT coordination between CUSI and LB Water has delayed completion of the Advanced Metering Reading (AMR) project.
3. New Street Name Signage for Creek Side, Kenneth Drive and Glade Village will be installed as weather and time allows.
4. Biggs Ford Road work to restart in March 2023, there are no updates.

5. Meter replacement was started in Colony Village. Staff went door to door to exchange the older meters to newer meters. We have exchanged a total of 60 plus meters. Second notices were provided to Colony Village citizens today.
6. The fence and extended parking lot at manor house and rain garden signage is complete.
7. Message board have been operating for the special election since the January 19th. They will be removed after the election.
8. PFAS (forever chemicals) has been in the news lately. MDE conducted PFAS testing on the three Town wells and our water treatment plant discharge to the water system on November 23rd 2020. ALL test results were below any action levels. The good thing for the residents of Walkersville is that the new water treatment plant and the RO system is one of the few ways to remove PFAS from drinking water.

Commissioner Gary Baker inquired about activity in the area from Potomac Edison on some poles. Director Birch confirmed the activity is taking place, but the Town was not informed for the purpose of the activity.

Planning and Zoning Administrator Susan Hauver has been contacted by an attorney for FoodPro to request a possible zoning change on the Town's Comprehensive Plan. Any future meetings on the topic will be advertised.

Burgess Weddle read thank you notes sent to the Town from Adolph Gardner of Crum Road, Walkersville Middle School, and representatives from Blessings in a Backpack.

Burgess Weddle discussed the January EDC meeting and the recommendations for providing ARPA funding to churches and for-profit businesses in Town. A future Spring Fest is also in the works.

Commissioner Tom Gilbert discussed the Walkersville Library is in need of a "story time" sun shade at the cost of approximately \$26,000. Commissioner Gilbert mentioned it for a future discussion and inquired if the Town may be willing to pay for some of the cost.

Commissioner Gilbert announced a Senior Tax Credit Program to occur on March 14th 10 a.m. to be held at the library.

Commissioner Gilbert attended the Walkersville Historical Society meeting and suggested they may design some walking signs that could be placed in Town to discuss the history of the Town. A future budget line item may be requested next fiscal year.

Commissioner Gilbert discussed an email received by the Town regarding a possible archaeological dig on the property FoodPro is interested in purchasing. Administrator Hauver noted the information would be provided to FoodPro.

Commissioner Gilbert requested the Town contact Potomac Edison to request a light be installed near the old library on Frederick Street to assist individuals waiting for the bus.

Commissioner Mary Ann Brodie-Ennis discussed the Parks Commission approval to install a small (three holes) foot golf course at Heritage Farm Park.

A tree planting event will occur at Trout Park in the Fall. The cost of the trees may be partially covered by grant funding.

Commissioner Brodie-Ennis also mentioned the Parks Commission approval to move forward with obtaining a proposal for park planning in the Town.

Commissioner Gary Baker spoke with MSP trooper regarding a speeding white Ford truck on Maple Avenue at 4:35 daily.

Burgess Weddle read through all announcements.

Commissioner Mary Ann Brodie-Ennis announced that Walkersville FFA is holding a fundraising event on March 10th.

10. PUBLIC COMMENTS AND CONCERNS/WATERSHED UPDATE

There were no public comments.

ANNOUNCEMENTS (unless changed/cancelled due to Gov. Hogan/CDC recommendations):

- Sat., February 11 - Candidate Forum 7pm
- Mon., February 13 - Special Election - Polls Open 11-7
- Tues., February 14 - Planning Commission Meeting 7pm
- Mon., February 20 - Office Closed for Presidents Day
- Wed., February 22 - Town Meeting 7pm
- Mon., February 27 - EDC Meeting 7pm
- Tues., February 28 - Planning Commission Meeting 7pm

Burgess Weddle requested a closed meeting pursuant to General Provisions Art. § 3-305(b) (5) To consider the investment of public funds.

Commissioner Tom Gilbert made a motion, seconded by Commissioner Gary Baker for a closed meeting. The motion passed 3-0.

Meeting adjourned at 8:37 p.m.

Sean Williams, Town Manager